



ADMINISTRATION AND  
MANAGEMENT

## OFFICE OF THE SECRETARY OF DEFENSE

1950 DEFENSE PENTAGON  
WASHINGTON, DC 20301-1950

August 19, 2008

### MEMORANDUM FOR COMMITTEE MANAGEMENT SECRETARIAT GENERAL SERVICES ADMINISTRATION

SUBJECT: Committee Charter Consultation – Board on Coastal Engineering  
Research Charter Renewal

The Office of the Secretary of the Army has requested the charter for the Board on Coastal Engineering Research be renewed (Attached).

The Department of Defense, pursuant to the Federal Advisory Committee Act of 1972 (5 U.S.C., Appendix, as amended) and 41 CFR, § 102-3.60, has carefully reviewed the Secretary's request, and has determined that renewing this non-discretionary committee's charter is in the best interest of the Department of Defense and the American public.

The Department of Defense has further determined that this non-discretionary advisory committee is essential to DoD's mission, and that no other DoD or Executive Branch advisory committee can meet these needs. The Committee, through its membership, continues to provide independent advice to the Secretary of Defense, through the Chief of Engineers, U.S. Army Corps of Engineers.

The Board's membership is determined by the Department of Defense. Board members who are not Federal officers or employees, shall serve as Special Government Employees under the authority of 5 U.S.C. § 3109. Board Members shall be eligible for travel expense and per diem for official travel. The Secretary of the Army, pursuant to 33 U.S.C. § 426-2, may compensate Board Members who are not full time Federal officers or employees for each day of attendance at Board Meetings, not to exceed thirty days per year. Board members shall be appointed on an annual basis and serve two-year terms on the Board. The Secretary of the Army or designee shall select the Board President.

The Board is authorized to establish subcommittees, and the Board, to include any subcommittees, will operate under the provisions of the Federal Advisory Committee Act of 1972, the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b, as amended), and 41 CFR, Parts 102-3 through 102-3.185.



Prior to submitting a Federal Register notice and subsequently filing the Board's charter with the Library of Congress and the appropriate congressional committees, the Department of Defense respectively requests that the Committee Management Secretariat review and approve the charter (attached). The charter has been reviewed and approved by the Office of the General Counsel for the Department of Defense.

If you should have any questions about this charter please contact me at 703-601-6128.

A handwritten signature in black ink, appearing to read "James D. Freeman II", is positioned above the printed name.

James D. Freeman II  
Deputy Committee Management  
Officer for the Department of Defense

2 Attachments  
As stated

**TAB 1**



DEPARTMENT OF THE ARMY  
OFFICE OF THE ADMINISTRATIVE ASSISTANT TO THE SECRETARY  
105 ARMY PENTAGON  
WASHINGTON, DC 20310-0105

AUG 06 2008

MEMORANDUM FOR DIRECTOR, ADMINISTRATION AND  
MANAGEMENT, OFFICE OF THE SECRETARY OF DEFENSE

SUBJECT: Renewal of Board on Coastal Engineering Research Charter

Request renewal of the Board on Coastal Engineering Research (BCER) Charter, which expires on 30 September 2008. The BCER is a Department of Defense Federal Advisory Committee under the purview of the Secretary of the Army.

The BCER justification memorandum and proposed Charter are enclosed for your consideration, and meet the criteria established in DoDI 5105.04, E3.4.6.2.1. Recommend approval to continue the committee.

My point of contact for this action is Marla-Jo Bonuccelli. She may be reached at 703-602-6268 or [marla-jo.bonuccelli@hqda.army.mil](mailto:marla-jo.bonuccelli@hqda.army.mil).

Encls

  
JOYCE E. MORROW



DEPARTMENT OF THE ARMY  
COASTAL ENGINEERING RESEARCH BOARD  
3909 HALLS FERRY ROAD  
VICKSBURG, MISSISSIPPI 39180-6199

REPLY TO  
ATTENTION OF

CEERD-HV-Y

24 June 2008

MEMORANDUM FOR Department of the Army, Office of the Administrative Assistant to the Secretary, US Army Resources and Programs Agency, ATTN: SAAA-RP, Ms. Marla-Jo Bonuccelli, 13<sup>th</sup> Floor, Taylor Building, 2511 Jefferson Davis Highway, Arlington, VA 22202-3926

SUBJECT: Justification for Charter Renewal for the Board on Coastal Engineering Research

1. Enclosed is the Charter for the Board on Coastal Engineering Research Board (hereafter referred to as the Board). The Board was established by Public Law 88-172 in November 1963 as an advisory board to the Chief of Engineers on matters pertaining to coastal engineering. The Congressional action recognized the unique relationship between coastal engineering and the US Army Corps of Engineers. The Corps is the principal user of the technology and established the modern discipline of coastal engineering.
2. The Beach Erosion Board (BEB) was established by the 1930 River and Harbor Act to respond to the need for development of sound engineering practices for construction and other activities in the coastal zone. The Corps was given the mission of developing the needed technology, and this was the genesis of the discipline of coastal engineering as practiced today. The 1963 legislation separated the BEB's advisory and research functions. The Board was created to provide the advisory function while the Coastal Engineering Research Center was created to provide the research function.
3. Most major projects in the coastal zone either are the responsibility of the Corps or have significant Corps involvement. Therefore, the Corps is the principal user of coastal engineering technology in the United States. Former Chief of Engineers, LTG E. R. Heiberg III, emphasized in his 1986 Charge to the Board that the Corps must address the discipline because if the Corps does not fund, conduct, or nurture research, little will be done, and the discipline will stagnate. Another former Chief of Engineers, LTG Arthur E. Williams, stated "... this Board speaks for and is the principal proponent for coastal engineering in the U.S. and perhaps even the world."
4. In order to have the maximum impact, the CERB must be acutely aware of the needs of the coastal engineering discipline as a whole and the mission objectives and needs of the Corps. This is accomplished largely by the composition of the Board. The President of the Board is the Deputy Commanding General for Civil and Emergency Operations (formerly Director of Civil Works), who has the responsibility in the Corps for recommending the priorities and allocation of funds for coastal projects and research and development (R&D). Three other general officers, all division commanders, provide a focused perspective of the Corps' requirements while the civilian experts provide a broader view of technical challenges.

CEERD-HV-Y

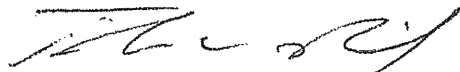
SUBJECT: Justification for Charter Renewal for the Board on Coastal Engineering Research

5. The Board meets semi-annually or at the call of the Board President. Its impact is enhanced by meetings at various points around the U.S. coastline where a wide variety of experts within and outside the Corps participate. This provides members the opportunity to hear firsthand the needs from a broad spectrum and to observe and discuss specific projects. In addition, the civilian members routinely review the Corps' coastal R&D programs.

6. The Board remains an extremely influential Board while steeped in rich history going back to the creation of coastal engineering. Past Charges to the Board by the Chief of Engineers have resulted in the whole field of coastal engineering being scrutinized by the Board and the Corps leadership to ensure our stewardship would have positive impacts for years to come. This resulted in a number of important initiatives that led to the creation of major programs in areas such as education/training, environment, and technology transfer. The Board led the development of Regional Sediment Management, which has now spread to inland location as well as coastal, and it has been the driving force behind an international effort to create an open-source, physics-based numerical model of regional storm characteristics and impacts. Other recent Board activities include the Shore Protection Project Performance Program and the National Shoreline Erosion Control Development and Demonstration Program.

7. In summary, the Board is a unique board that dates back to 1930 at the founding of the discipline of coastal engineering. The Board has had a tremendous influence in the development of coastal engineering into a recognized and respected technical discipline necessary to accomplish the Corps' mission. The Board remains active as witnessed by the extensive work to address new initiatives ongoing through task forces being led by general officers. The Board provides consistent and continuing oversight and direction that cannot be provided otherwise. The functions of the Board must continue for coastal engineering to remain viable and focused on Corps needs.

Encl



THOMAS W. RICHARDSON  
Alternate Designated Federal Officer  
Board on Coastal Engineering Research

CHARTER  
BOARD ON COASTAL ENGINEERING RESEARCH

- A. Official Designation: The Committee shall be known as the Board on Coastal Engineering Research (hereafter referred to as the Board).
- B. Objectives and Scope of Activities: The Board, under the provisions of 33 U.S.C. § 426-2, and the Federal Advisory Committee Act of 1972, as amended, shall provide the Coastal Engineering Research Center, through the Chief of Engineers, U.S. Army Corps of Engineers, independent advice and recommendations on reports of investigations made concerning shore erosion on coastal and lake waters, and the protection of such shores.
- C. Board Membership: The Board shall be composed of not more than seven members. Board Members who are not full-time Federal officers or employees, are approved by the Secretary of Defense, shall serve as Special Government Employees under the authority of 5 U.S.C. § 3109, and shall be eminent authorities in the field of coastal engineering. The Secretary of the Army, pursuant to 33 U.S.C. § 426-2, may compensate Board Members who are not full-time Federal officers or employees for each day of attendance at Board Meetings, not to exceed thirty days per year.

Board Members shall be appointed on an annual basis and serve two-year terms on the Board. All Board Members shall be eligible for travel expenses and per diem for official travel. The Secretary of the Army or designee shall select the Board President.

- D. Board Meetings: The Board shall meet at the call of the Designated Federal Officer, in consultation with the Board President, and the estimated number of Board meetings is two per year. The Board shall be authorized to establish subcommittees, as necessary and consistent with its mission, and these subcommittees or working groups shall operate under the provisions of the Federal Advisory Committee Act of 1972, as amended and appropriate Federal Regulations.

Such subcommittees or workgroups shall not work independently of the chartered Board, and shall report their recommendations and advice to the Board for full deliberation and discussion. Subcommittees or workgroups have no authority to make decisions on behalf of the chartered Board nor can they report directly to the Agency or any Federal officers or employees who are not Board Members.

- E. Duration and Termination of the Board: Pursuant to 33 U.S.C. § 426-2 the need for this advisory function is on a continuing basis; however, it is subject to renewal every two years.
- F. Agency Support: The Department of Defense, through the Secretary of the Army and the Chief of Engineers, U.S. Army Corps of Engineers, shall provide support as deemed necessary for the performance of the Board's functions, and shall ensure compliance with the requirements of 5 U.S.C., Appendix.
- G. Operating Costs: The estimated annual operating costs for this Board, to include travel costs and contract support, are \$238,000.00. The estimated annual personnel costs to the Department of Defense are 2.0 full-time equivalents (FTEs).
- H. Charter Filed:

TAB 2



CHARTER  
BOARD ON COASTAL ENGINEERING RESEARCH

- A. Official Designation: The Committee shall be known as the Board on Coastal Engineering Research (hereafter referred to as the Board).
- B. Objectives and Scope of Activities: The Board, under the provisions of 33 U.S.C. § 426-2, and the Federal Advisory Committee Act of 1972 (5 U.S.C, Appendix, as amended), shall provide the Coastal Engineering Research Center, through the Chief of Engineers, U.S. Army Corps of Engineers, independent advice and recommendations on reports of investigations made concerning shore erosion on coastal and lake waters, and the protection of such shores.
- C. Board Membership: The Board shall be composed of not more than seven members. Board Members who are not full-time Federal officers or employees, are approved by the Secretary of Defense, shall serve as Special Government Employees under the authority of 5 U.S.C. § 3109, and shall be eminent authorities in the field of coastal engineering. The Secretary of the Army, pursuant to 33 U.S.C. § 426-2, may compensate Board Members who are not full-time Federal officers or employees for each day of attendance at Board Meetings, not to exceed thirty days per year.

Board Members shall be appointed on an annual basis and serve two-year terms on the Board. All Board Members shall be eligible for travel expenses and per diem for official travel. The Secretary of the Army or designee shall select the Board President.

- D. Board Meetings: The Board shall meet at the call of the Designated Federal Officer, in consultation with the President, and the estimated number of Board meetings is two per year. The Board shall be authorized to establish subcommittees, as necessary and consistent with its mission, and these subcommittees or working groups shall operate under the provisions of the Federal Advisory Committee Act of 1972, as amended and appropriate Federal Regulations.

The Designated Federal Officer shall be a full-time or permanent part-time DoD employee, and shall be appointed in accordance with established DoD policies and procedures. The Designated Federal Officer or an Alternate Designated Federal Officer shall attend all Board and subcommittee meetings.

The Committee shall be authorized to establish subcommittees, as necessary and consistent with its mission, and these subcommittees or working groups shall operate under provisions of the Federal Advisory Committee Act of 1972, the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b, as amended), and other appropriate federal regulations.

Such subcommittees or workgroups shall not work independently of the chartered Board, and shall report their recommendations and advice to the Board for full deliberation and discussion. Subcommittees or workgroups have no authority to make decisions on behalf of the chartered Board nor can they report directly to the Agency or any Federal officers or employees not Board Members.

- E. Duration of the Board: Pursuant to 33 U.S.C. § 426-2 the need for this advisory function is on a continuing basis; however, it is subject to renewal every two years.
- F. Agency Support: The Department of Defense, through the Secretary of the Army and the Chief of Engineers, U.S. Army Corps of Engineers, shall provide support as deemed necessary for the performance of the Board's functions, and shall ensure compliance with the requirements of 5 U.S.C., Appendix, as amended.

- G. Termination Date: The Board shall terminate upon completion of its mission or two years from the date that this Charter is filed, whichever is sooner or unless the Secretary of Defense extends it.
- H. Operating Costs: The estimated annual operating costs for this Board, to include travel costs and contract support, are \$238,000.00. The estimated annual personnel costs to the Department of Defense are 2.0 full-time equivalents (FTEs).
- I. Recordkeeping: The records of the Board and its subcommittee shall be handled according to section 2, General Records Schedule 26 and appropriate DoD policies and procedures. Subject to the Freedom of Information Act of 1966 (5 U.S.C § 552, as amended), these records shall be available for public inspection and copying.
- J. Charter Filed: